

The National Institutes of Health, Division of Safety, Occupational Safety and Health Branch, provides a state of the art Integrated Pest Management services in all animal care and support facilities.

Integrated Pest Management (IPM) is an approach to pest control that utilizes visual inspections, monitoring (sticky traps, rodent devices, electric fly traps and pheromone traps), mapping and record keeping to determine if and when control measures are needed. The primary focus of this approach is to both prevent and address pest problems by using a combination of physical, mechanical, cultural, operational, biological, and educational measures, to minimize the use of pesticides. Also essential to an effective IPM program are basic sanitation and structural recommendations to reduce harborage through structural modification and food sources through increased sanitation.

There are a number of components to the Integrated Pest Management Program that is in effect in the NIH Animal Care Facilities that are detailed below.

PEST LOG (Three Ring Binder)

Central to the IPM program is the Pest Log. This binder contains all of the information about the IPM program and is reviewed on each visit by the Pest Management Technician.

The following is a description of the information in the Pest Log.

PROGRAM INFORMATION - This is the first page contained in the Pest Log. This single sheet contains the basic instructions on how to use the Pest Log and the names of all contract personnel and the telephone number of the NIH Pest Management Unit. The remainder of the binder is divided into sections by tabs.

SPECIAL SERVICE REQUESTS - This log sheet is reviewed by the pest management technician before service begins. Facility personnel are encouraged to use this form to communicate with the pest management personnel. When a pest is sighted the person that observed this should immediately record the sighting on this form. The Pest Management Technician will respond to any pest sightings recorded. In addition, the technician will check with the facility liaison to determine if there are other pest related concerns. The facility liaison will update the Pest Management Technician with any changes in the facility operation or special service requirements. Should a pest problem develop needing immediate attention, facility personnel should contact the NIH Project Officer, Mr. R. Trevor Lubbert @6-4294.

SERVICE PLAN and SCHEDULE - Specific details of the service plan and schedule are found here. Information is listed including the Institute, Facility Liaison, Telephone and Fax numbers, the day that the service is provided, a list of passive monitoring devices that may be or are currently being used in this facility, and any special procedures that are to be followed when performing service.

REGULAR SERVICE VISIT

The pest management technician will check in with the facility liaison and review the Pest Log. The Pest Management technician checks monitoring devices and performs a thorough visual inspection of the facility. Most monitors are in the form of sticky traps located throughout the facility in areas that are likely to intercept pests that might enter or be moving about the facility. Some facilities also leave light traps, jar traps, repeating mouse traps, pheromone traps, and exterior rodent monitors. All monitoring devices are numbered and recorded on a facility floor plan that is kept in the Pest Log. Pests that are sighted by the technician or caught in monitors are recorded by the technician on a data collection form. This data is used by the Pest Management Technician to determine what changes are to be made to the monitoring scheme, and non-chemical or chemical controls needed. If a pesticide control is needed, the technician will contact the QAS who will in turn confer with the project officer on the best remedial course of action to implement.

In addition to the inspection, the technician also records any sanitation and/or structural issues on an IPM Survey and Recommendation form. This information is provided to the appropriate NIH personnel to help resolve these issues and to reduce the potential pest problems. A copy of this form is placed in the Pest Log at the end of each service and serves as a record. On subsequent visits the technician, quality assurance personnel, and NIH personnel (facility and DES) are able to refer to the previous survey form to follow up on any previous recommendations.

QUALITY ASSURANCE

Each month the QAS surveys the facility and evaluates the service and effectiveness of the IPM program. The QAS reviews pest data, and sanitation/structural recommendations made by the Pest Management Technician. In addition, a follow-up inspection is performed on previously identified pest management issues that affect the program. Further recommendations may be made to solve or prevent pest problems. A written report after each inspection is made and a copy is placed in the Pest Log. A copy is also provided to the Facility Manager as to the current status of the program and as a tool to seek assistance in the resolution of pest management related issues. The NIH Project Officer receives copies of the Quality Assurance reports each month.

REPORTING

Daily reports:

Each time a Pest Management Technician visits a facility, a written report of service activities is placed in the Pest Log. Each visit by a QAS is also documented with a written report that is placed in the Pest Log. Copies of these reports are used to write the monthly summary report for the facility. These reports are the Integrated Pest Management Program record for each facility. The NIH Project Officer is given a copy of all reports on a monthly basis for review and program evaluation.

SEMIANNUAL REPORTS/CORRESPONDENCE - This section contains a copy of each Semiannual Report, and any special reports or correspondence that have been generated for the IPM Program or this facility. The Semiannual Report are specific structural, sanitation, program, operational recommendations and plans for each facility. For the most current information regarding the program, the weekly and monthly reports should be reviewed.

EDUCATIONAL INFORMATION- This section contains educational materials relevant to this facility. Information sheets may provide information on pest identification, habits, biology and recommended control measures for pests that have or are likely to occur in the facility and/or other pest management topics.

QUALITY ASSURANCE REPORT - This section contains a copy of the quality assurance inspection reports. The quality assurance inspections are conducted at least once per month by the QAS. These inspections play a critical role in the evaluation and effectiveness of the integrated pest management program. During each inspection, a separate quality assurance form is used to record operational, sanitation and structural recommendations that will improve the effectiveness of the program. Also, this form will be reviewed by the pest management technician to implement specific action plans and/or address a specific pest issue that was observed by the Inspector.

PESTICIDE LABELS/MATERIALS SAFETY DATA SHEETS (MSDS) -This section contains copies of pesticide labels and MSDS that may be used in this facility and a chemical checklist form is located in this section. This form reflects the pesticides that are recommended for use in this facility should a pest problem arise. Pesticides will only be used after appropriate facility personnel have been notified.

FACILITY MAPS - This section contains a copy of the facility floor plan with the monitor locations. Reference is made in reports where pests were trapped by monitor # xx or where a structural repair is needed according to monitor # xx. By referring to the facility map, the approximate location of the reference can be determined.

PROTOCOLS/SPECIAL PROJECTS - This section contains copies of NIH protocols and/or any contractor generated special projects that relate to the facility.

PEST LIST - This section contains a list of pest names and abbreviations that are used by the pest management technician.

MONTHLY TABS (JAN-DEC) - Monthly tabs contain service reports, pest data and a monthly summary report. When the monthly report is completed it is placed behind the appropriate monthly tab. Twelve months of information is always kept in the Pest Log. At the end of a year, monthly reports and data that were collected throughout the year are rotated into a separate red historical binder that and located next to the Pest Log in each facility.

Monthly reports:

A monthly IPM service report is compiled for each facility. Weekly service reports, in combination with pest data and quality assurance reports are compiled, reviewed, evaluated, and summarized in the monthly IPM report. In addition to the weekly service activities of the technician during the month, recommendations for structural repairs and sanitation deficiencies are reported. A copy of the monthly report is placed in the Pest Log behind the appropriate monthly tab and signed by the Facility Manager to acknowledge receipt of the report.

Semiannual reports:

Every six months, a semiannual report is written for each facility that summarizes, evaluates the IPM services, and outlines future plans for the Integrated Pest Management Program. Six months of pest data is presented to illustrate the status of pest control in each facility. In addition to this data, specific accomplishments and what the program priorities will be for the next six months, are summarized. This report is distributed to the Facility Veterinarian and the Facility Manager and a copy is also placed in the Pest Log.

Division of Safety/Occupational Safety and Health Branch

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